



AmeriCorps Massachusetts Promise Fellow Service Site: East Boston Social Center

AmeriCorps Massachusetts Promise Fellows deliver the resources young people need to be successful in life by creating, managing, and leading meaningful out-of-school time programs for youth in grades 6-12. Fellow projects focus on college and career exploration and/or academic enrichment.

The Massachusetts Promise Fellowship achieves this by placing AmeriCorps Fellows with schools, non-profit organizations and state/local government agencies that focus on fulfilling the needs of our youth by providing: *a caring adult, a safe place, a healthy start, a marketable skill, and an opportunity to give back.*

East Boston Social Center Service Description: The Mass Promise Fellow will help to expand our Joyful Eastie Youth Council concept from a summer program to a year-round program. The Joyful Eastie Youth Council work draws on evidence of what matters most for joy, with a particular focus on relationships, purpose, mindfulness and fitness (please see the Joyful Eastie Youth Council designed webpage: joyful-eastie.com). These practices and the structure of the Council itself, together with the opportunity to earn money also will help youth reduce stress, increase positive coping skills, reduce social isolation, increase self-esteem and self-awareness, increase leadership skills, provide direct mental health support, and increase positive youth engagement with adults, organizations, and peers.

Essential Responsibilities:

- Lead program design, curriculum development, and evaluation implementation
- Assist in daily implementation and organization of activities, lesson plans, workshops, and trainings and help lead discussions
- Review both written work and any digital media materials made for the Joyful Eastie project and provide feedback
- Provide tutoring and homework support throughout the duration of the program
- Establish relationships with other organizations to ensure a meaningful collaboration
- Meet with the BYN Director weekly and as needed to discuss program updates and administrative issues; and will help to manage the participant tracking system
- Complete program evaluation requirements including but not limited to preparing monthly reports, a youth attendance tracker, and time sheets
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the state

Qualifications:

- The desire to serve with diverse constituencies
- Excellent organizational and communication skills
- Ability to serve with youth in a group setting; past experience with youth helpful

Massachusetts Promise Fellowship

Northeastern University ♦ 360 Huntington Avenue, 232 YMC ♦ Boston, MA 02115

masspromisefellows@northeastern.edu ♦ www.masspromisefellows.org

- Excellent written and oral English communication skills
- Willingness to take initiative to achieve goals
- Strong project management/multi-tasking abilities
- Strong computer/digital skills, i.e. Microsoft Office Suite, esp. Excel, Word and PowerPoint; HTML, website/graphic design, video production
- Experience with creating social media content and social media management
- Availability to attend meetings and events during the day and some evenings
- Must be a US Citizen, US National or Permanent Resident Alien
- Must be willing to undergo a National Service Criminal History Check, including screenings through the National Sex Offender Public Website, a name-based search of the statewide criminal history registry both in Massachusetts and your state of residence upon application to our program (if not Massachusetts), and a fingerprint based FBI check. **Eligibility to participate in MPF is contingent on the results of this screening*

Fellow Schedule:

- 10 AM to 6 PM Monday through Friday

Fellow Service Location: East Boston Social Center: 68 Central Square, Boston, MA 02128

Site Contact Name: Keegan O'Keefe **Site Contact Email:** kokeefe@ebsoc.org

Benefits

For an eleven month, full-time commitment and 1,700 hours of AmeriCorps service Fellows receive:

A taxable living allowance of up to \$18,000/year ♦ Excellent training opportunities ♦ FREE courses at Northeastern University in the College of Professional Studies & discounted courses upon successfully completing the service year ♦ Loan forbearance and an up to \$6,345 educational award ♦ Travel allowance to MPF Meetings ♦ Career coaching and support ♦ Healthcare benefits

Contact Information

Apply ASAP! Applicants are hired on a rolling basis.

Visit [MPF Application 2021](#) to complete a general application **as soon as possible.**

More Info:

- Selection decisions will be made on or before July 1st, 2021. **All position offers will be provisional until 2021-2022 federal funding has been confirmed.**
- Program start date is August 16th, 2021
- More information about **East Boston Social Center** and the youth program can be found at <https://www.ebsoc.org/>
- Visit www.masspromisefellows.org for detailed program information

The Massachusetts Promise Fellowship (MPF) is an equal opportunity employer. At MPF, we do not just accept difference — we celebrate it, we support it, and we thrive on it for the benefit of our employees, youth, and our community. We require that all our partners make reasonable accommodations for interviews and service for any and all individuals with a permanent or temporary disability. We actively partner with organizations representing minority concerns and interests to build high-performing teams that mirror the communities we serve.

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